



Development & Environmental Services Department

39550 Liberty Street, P.O. Box 5006, Fremont, CA 94537-5006

510 494-4460 *ph* | www.ci.fremont.ca.us

Permit No. _____

Tenant Improvements

Please complete this entire form. If you do not have all of the information, please make every attempt to obtain and complete this application. If you have questions, please ask a staff member for assistance.

Job Address: _____

Applicant: _____ Phone No: _____

Property Owner: _____ Phone No: _____

Tenant (Business Name): _____

Business Owner: _____ Phone No: _____

Business Description: _____

1. Are any proposed facilities located outside the building (above ground tanks, pads, canopies, etc.)?

YES _____ NO _____

If YES, make a separate application to Development Organization (D.O.) at the Development Services Counter. An additional review deposit and additional plans may be required with your D.O. submittal. For more information, call (510) 494-4480.

2. Will your improvement add square footage inside the building, such as a mezzanine or second story?

YES _____ NO _____

If YES, contact Planning staff regarding Citywide Development Impact Fees.

3. Is your business involved in the production, assembly, storage, wholesale trade, transfer or transport of electronic computer components (disk drives, memory chips, CPU chips, etc.)?

YES _____ NO _____

If YES, contact Plans & Permits staff regarding additional security requirements for your business.

4. Are hazardous materials used or stored by your business?

YES _____ NO _____

If YES, please contact the Fire Department, HAZMAT Division, at 494-4279 for any special requirements.

5. Have you contacted other key agencies?

YES _____ NO _____

If NO, please coordinate with all appropriate agencies on our list of Public Service Agencies.